

Minutes - Board of Town Trustees

STATE OF ILLINOIS,
Macon County, } ss.
Town of Long Creek,

THE BOARD OF TOWN TRUSTEES met at the office of the Town Clerk at 2610 Salem School Road on February 28, 2023, PRESENT:

Kevin R. Greenfield	Supervisor
Bryan E. Smith	Town Clerk
Michael R. Reynolds	Town Trustee
Karen F. Kelly	Town Trustee
April L. Kostenski	Town Trustee
Melvin Fortner	Town Trustee

Mr. Kevin R. Greenfield acting as chairperson and Mr. Bryan E. Smith as clerk. The following official business was transacted:

GUESTS PRESENT: Mike Krause, Cheryl Smith, Joe Jackson

MEETING CALLED TO ORDER AT 5:00 P.M. by Supervisor Greenfield. Mr. Greenfield led all present in the Pledge of Allegiance to the Flag. Clerk Smith called the roll which showed the following:

**Mike Reynolds P
Karen Kelly P
April Kostenski P
Melvin Fortner P
Kevin Greenfield P
SHOWED ALL PRESENT.**

APPROVAL OF MINUTES:

**MOTION: Mike Reynolds, 2nd Melvin Fortner to Approve Minutes of January 24 2023 Board Meeting as submitted.
MOTION CARRIED. Minutes Approved.**

PUBLIC COMMENT: Resident Mike Krause from the Birchwood Subdivision addressed the board about Fire Hydrant maintenance and painting of hydrants. Supervisor Greenfield explained that the water department is in charge of this and will soon, probably this summer, be getting some part-time help to do this painting as well as hydrant flushing.

REPORTS:

SUPERVISOR'S REPORT:

- **Approval of Agenda for April 11, 2023 Annual Town Meeting. - The Board was presented with the Agenda for the Annual Town Meeting. Mike Reynolds made a motion to approve the Agenda for the Annual Town Meeting on April 11, 2023 as submitted. April Kostenski seconded the motion. Motion carried unanimously.**

- **Vote to place on file Tentative Township Budget for 2023-2024 - The Board received a copy of the proposed budget for 2023-2024. Supervisor Greenfield said that changes can be made up until it is approved and encouraged everyone to review it. It will be approved in April.**

Karen Kelly made a motion to place on file the Tentative Township Budget for 2023-2024. Melvin Fortner seconded the motion. Motion carried unanimously.

- **Vote to place Tentative Road District Budget for 2023-2024 on file. The Board received the tentative Road District Budget as submitted by the Highway Commissioner. It will be approved in April. April Kostenski made a motion to place the tentative Road District Budget for 2023-2024 on file. Karen Kelly seconded the motion. Motion carried unanimously.**

- **Transfer of Appropriation Resolution - Road District: Mike Reynolds made a motion to approve the Transfer of Appropriation Resolution for the Road District. Melvin Fortner seconded the motion. Motion carried unanimously. (See attached)**

- **Transfer of Appropriation Resolution - Town Fund: Mike Reynolds made a motion to approve the Transfer of Appropriation Resolution for the Town Fund. April Kostenski seconded the motion. Motion carried unanimously. (See attached)**

HIGHWAY COMMISSIONER Report: Commissioner Joe Jackson - Commissioner Jackson reported that they have completed a project in Birchwood and it went well. They will be doing another project in March, a large culvert, on Fitzgerald Road just off Route 121.

CEMETERY TRUSTEE REPORT: Please see written Report at end of Minutes. Cemetery meeting will be March 15, 2023 at 8:30 a.m.

WATER DEPARTMENT REPORT: - See written report at end of minutes. Supervisor Greenfield said that they have a meeting next Tuesday with the Engineers on the priorities for the department like the new well and tower painting.

TOWN CLERK REPORT: - Bryan Smith, Town Clerk see written report at end of minutes. Clerk Smith discussed the following items with the Board:

- 1. Everyone has been sent their Statement of Economic Interest and is encouraged to return it as soon as possible.**
- 2. Legal ads that must be published in the newspaper will now**

be submitted to The Decatur Tribune since there is not a paper in Mt. Zion any more. Everyone felt this would be fine.

3. Clerk Smith had been asked by several officials from other townships to see about getting the Township Officials of Macon County to meet again. Bryan contacted the President, who has been ill, and is working with her to get the meeting held. He would like to hold it April 27th in the Community Building here in Long Creek and asked if the board would mind waving the fee since it is a government group. Everyone felt this would be fine.

4. Clerk Smith discussed the Decennial Committee with the Board. TOI has a nice template so he will work on putting everything together. The Highway Commissioner has said that he would be happy to do a "Joint Report" with the Township so there would be two citizens appointed and the Supervisor and Trustees. The Supervisor will appoint one person and the Highway Commissioner will appoint one person. First meeting must be held by June of this year and can be same evening as regular board meeting. Clerk Smith will work on this and get back to the Board.

PROMOTIONS DIRECTOR: Cheryl Smith Senior Citizens Report. See written reports at end of Minutes. Sparkle and Shine will be April 22.

OTHER: NONE

BILLS:

TOWN FUND: \$9,904.63

MOTION: Melvin Fortner, 2ndMike Reynolds to Approve.

Roll Call:

**Mike Reynolds Y
Karen Kelly Y
April Kostenski Y
Melvin Fortner Y
Kevin Greenfield Y
MOTION CARRIED.**

ROAD & BRIDGE FUND: \$22,694.72

MOTION: Mike Reynolds, 2ndMelvin Fortner to approve by previous Roll Call Vote.

MOTION CARRIED.

CEMETERY FUND: \$1,642.01

MOTION: Karen Kelly, 2nd April Kostenski to Approve by previous Roll Call Vote.

MOTION CARRIED.

WATER O & M: \$128,144.89

MOTION: Mike Reynolds, 2nd April Kostenski to Approve by previous Roll Call Vote.

MOTION CARRIED.

PAYROLL CLEARING FUND: \$55,701.18

MOTION: Melvin Fortner, 2nd Karen Kelly to Approve by previous Roll call vote. MOTION CARRIED.

OLD BUSINESS: None

MOTION: Mike Reynolds, 2nd Karen Kelly to Pay Operating Bills for next Month. MOTION CARRIED.

ADJOURNMENT: MOTION: Mike Reynolds, 2nd April Kostenski to adjourn meeting. MOTION CARRIED. Meeting Adjourned at 5:25 p.m.

Minutes Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Bryan E. Smith".

**Bryan E. Smith
Township Clerk**

Bryan E. Smith, Town Clerk
Long Creek Township
2610 Salem School Rd
Decatur, IL 62521

Town Clerk Report – February 28, 2023 Board Meeting

Completed Monthly Highway Commissioner's Report for January 2023 and after approval by Highway Commissioner Jackson, forwarded same to Macon County Engineer.

Filed Warrant of Appointment and Oath of Office for Cemetery Trustee Janet Engle with Macon County Clerk and my records.

Assisted Joanna in the office with new budget information and updates and forms for various budgetary items.

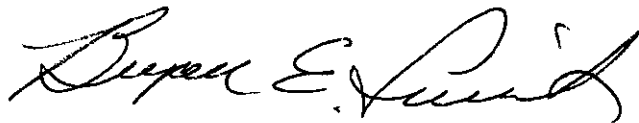
Attended February Cemetery Trustees meeting.

Received Statements of Economic Interest from County Clerk and distributed to everyone and asked that they be returned to me as soon as possible.

Worked with and answered several questions for new Long Creek Village Clerk and Treasurer.

Met with Highway Commissioner Jackson to receive his Tentative Budget for 2023-2024. Prepared Minutes for same meeting. Also discussed with him several budget items and explained the Transfer of Appropriation process.

Completed normal clerk duties for the month.



Bryan E. Smith

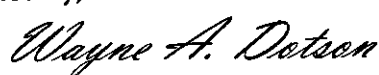
Town Clerk

Long Creek Township Water Department Report

February 28, 2023

- The Frontier fiber optic project continues to keep us busy with service line hits and locate requests.
- We have started gathering information and setting up a format to gather information for the Service Line Inventory.
- I have contacted the Illinois State Water Survey for assistance in finding a location for a new well. Cahoy Well & Pump will have a test well drill rig available in mid-May.
- For the month of January, we pumped a total of 11,952,400 gallons with an average daily usage of 385,561 gallons and a maximum of 510,400 gallons.

Submitted by,



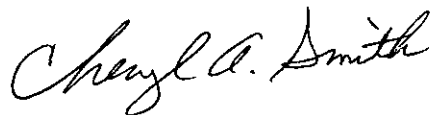
Water Superintendent

February 28, 2023 Cemetery notes for Bryan Smith Township clerk:

Everyone has the minutes and bill lists. Does anyone have any questions?

Debby is great help for our cemeteries. Thank You Debby.

Next meeting is March 15, 2023.



Cheryl A. Smith
President of cemetery board

February 28, 2023 senior notes for Bryan Smith LCT clerk:

Senior account has \$ 2,133.21

Our next potluck will be March 9, 2023.

April 13th Sister Rita Mary Brown car from St. Marys.

Someone will be here to talk about Salvation Army on March 9th.

Clerk Bryan has been great help to our new Village Clerk and Treasurer,
Thank You Bryan.

Sparkle and Shine will be April 22, 2023, 8:00 – 1:00. 2 metal
dumpsters and 6 other ones. They already have us down.

Any questions?

Cheryl A. Smith
Senior Promotions Director

TRANSFER OF APPROPRIATION

ROAD DISTRICT

WHEREAS there was adopted on the 27th day of April, 2022 by the Board of Trustees of Long Creek Township, Macon County, Illinois a Budget & Appropriation Ordinance for the fiscal year beginning April 1, 2022 and ending March 31, 2023, and

WHEREAS it now appears that certain adjustments between appropriated line items in the Road District Fund in said ordinance are desirable and necessary, and

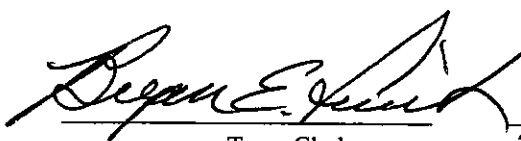
WHEREAS Section 3 of the Illinois Municipal Budget Law (50 ILCS 330/3), as approved July 12, 1937, as amended, authorizes transfers between the various line items within any fund in such appropriation ordinance not exceeding 10% of the total amount appropriated in such fund by such ordinance, now therefore

BE IT RESOLVED by the Board of Trustees of Long Creek Township, Macon County, Illinois.

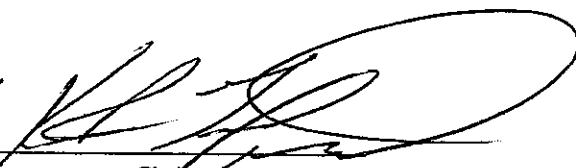
That there is hereby transferred from the unexpended balance of the line item 6451-\$4000, 6452-\$250, 6463-\$4000, 6511-\$7000, in the Road District Fund the sum of Fifteen Thousand, Two Hundred Fifty Dollars (\$15,250) which transferred sum is hereby added to the line item 6552-\$3500 and 6990-\$11,750 in the same fund, making the adjusted appropriation for the first line item aforesaid Fifteen Thousand, Two Hundred Fifty Dollars (\$15,250), and for the second line item aforesaid Fifteen Thousand, Two Hundred Fifty Dollars (\$15,250).

This transfer shall be in full force and effect from and after this date.

ADOPTED this 28th day of February, 2023 by the Board of Trustees Long Creek Township, Macon County, Illinois.



Town Clerk



Chairman

TRANSFER OF APPROPRIATION

TOWNSHIP

WHEREAS there was adopted on the 27th day of April, 2022 by the Board of Trustees of Long Creek Township, Macon County, Illinois, a Budget & Appropriation Ordinance for the fiscal year beginning April 1, 2022 and ending March 31, 2023, and

WHEREAS it now appears that certain adjustments between appropriated line items in the Town Fund in said ordinance are desirable and necessary, and

WHEREAS Section 3 of the Illinois Municipal Budget Law (50 ILCS 330/3), as approved July 12, 1937, as amended, authorizes transfers between the various line items within any fund in such Appropriation Ordinance not exceeding 10% of the total amount appropriated in such fund by such ordinance, now therefore

BE IT RESOLVED by the Board of Trustees of Long Creek Township, Macon County, Illinois.

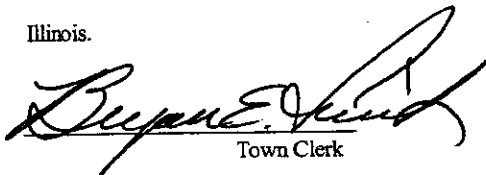
That there is hereby transferred from the unexpended balance of the line item 1463-\$2000, 1533-\$2000, 1551-\$500, 1578-\$800, 2501-\$2000, 1911- \$1500, 1929 \$1000 in the Town Fund the sum of Nine Thousand, Eight Hundred Dollars (\$9,800) which transferred sum is hereby added to the line item 1451-\$2000, 1531-\$700, 1549-\$1000, 1552-\$3000, 1571\$600, 1652-\$2500 in the same fund, making the adjusted appropriation for the first line item aforesaid Nine Thousand, Eight Hundred Dollars (\$9,800), and for the second line item aforesaid Nine Thousand, Eight Hundred Dollars (\$9,800).

This transfer shall be in full force and effect from and after this date.

ADOPTED this 28th day of February, 2023 by the Board of Trustees

Long Creek Township, Macon County,

Illinois.


Town Clerk

Chairman